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(CLASSIFICATION)

Executive Registry

64-3693

OFFICE OF THE DIRECTOR

Action Memorandum No. _____

A-387

Date _____

25 May 1964

TO :

Deputy Director/Support

SUBJECT :

REFERENCE:

Exercise Facilities

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1. The purpose of this action memorandum is to insure expeditious development of exercise facilities in this building. You are aware, I am sure, that a special task force operating from my office examined the possibilities for exercise facilities and strongly recommended that the Agency develop them. The Chief of the Medical Staff then asked for additional time to study the matter personally. I believe that he has had sufficient time to do this.

2. There is ample material available to justify the expenditure of Government funds for this purpose. It is done in a large number of other Government departments in Washington. Appropriated funds are used for exercise facilities on military installations. The Chief of the Medical Staff, at the Seminar for DD/S Supervisors, discussed the advisability of exercise in his presentation. The General Counsel should have no difficulty in preparing the necessary back-up material for any discussions with Congressional committees and the Bureau of the Budget that might be required. This policy already has the firm endorsement of the DDCL.

3. Will you therefore insure that the Office of Logistics obtains space as quickly as possible, and that the Medical Staff

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SUSPENSE DATE:

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prepares a recommended procedure for the use of the facilities.
I would like to have such facilities available and in use by not later
than 1 September 1964.

STAT

Lyman B. Kirkpatrick
Executive Director

LBK:drm

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